

**May 23, 2012**

## **Request for Proposals**

### **I. Summary**

The City of St. Louis Cultural Resources Office (CRO) is hereby soliciting proposals from qualified consultants or consulting teams to complete a thematic survey of Modern Movement non-residential architecture, built between c. 1945 and 1975, throughout the City of St. Louis.

This project consists of a thematic survey and the development of two architectural contexts. It is funded by the Historic Preservation Fund through the Missouri State Historic Preservation Office (SHPO) to the City of St. Louis as a Certified Local Government and must meet requirements in that program and be completed by the grant program deadline of July 31, 2013. The maximum amount for consultant services is \$24,500. CRO will complete portions of the project as its local match. This RFP includes many components that must be performed by Preservation Professionals who are certified under the Code of Federal Regulations, 36 CFR Part 61.

### **II. Project Description and Scope of Services**

#### **GENERAL DESCRIPTION**

The City of St. Louis will be conducting a thematic survey of Modern Movement non-residential architecture, built between c. 1945 and 1975. The term Modern Movement is used to encompass various styles of the mid-century Modern era, but does not include the Art Deco, Modernistic, Streamline and Moderne styles that were widely used before 1940. The entire City of St. Louis will be covered in this thematic survey, which will be a tiered catalog of information gathering and evaluation. A consultant will work in conjunction with the staff of the City of St. Louis Cultural Resources Office (CRO). SHPO has asked CRO to provide quality control and project oversight of the evaluation methods proposed, and CRO will approve all submittals prior to submittal to SHPO. An important part of the survey project is to select a group of buildings for further study and the development of a *Significant Properties List: the Modern Movement in St. Louis* (Significant Properties List). Properties on this list will reflect a consensus of the opinions of SHPO, CRO, and the consultant that they are eligible for listing in the National Register of Historic Places (NRHP) and/or as City Landmarks.

#### **PROJECT METHODS**

All project research, identification, documentation and methods will be consistent with the guidelines established in National Register Bulletin 24: *Guidelines for Local Surveys: a Basis for Preservation Planning*; National Register Bulletin 15: *How to Apply the National Register Criteria for Evaluation*; and the State Historic Preservation Office's "Minimum Guidelines for Professional Surveys of Historic Properties." The more specific methods that follow have been developed for this project.

The CRO staff will initiate the project by using the City’s existing database of real property and building construction dates in order to identify all non-residential buildings erected between 1945 and 1975 (approximately 1,800 properties). A first pass through these properties indicates that many of those erected during the 1940s express styles in use during the previous decade and therefore will not be documented as part of this project. CRO staff will pare down the entries in the database to those properties built within the time frame and that represent the expression of Modern Movement styles; in other words, properties that are strictly utilitarian, that have been remodeled after the period of interest, or that represent the hold-over of earlier styles will be eliminated from the database for this project.

CRO staff will then complete the briefest form of reconnaissance or windshield survey documentation for this thematic survey on a “short form” that documents the existence of the building, includes one photograph, construction date, and building type. This part of the survey will be completed by the time the consultant starts the project. The consultant, in conjunction with CRO and SHPO staff, will then select from these properties those that will be recorded in greater depth on the SHPO survey form. These properties will be determined on the basis of probable architectural and historical significance, and ability to contribute to building and architectural patterns to be developed in the historic context by having an intact physical environment (as in the proximity to other properties of the same era) and overall good or better integrity.

All buildings in database, non-residential, c.1945-1975	<1800
Buildings recorded on short form (reconnaissance level)	c. 1000
Buildings recorded on SHPO forms	c. 200
Buildings selected for further documentation and evaluation as the “expanded Significant Properties List”	40-60
Buildings selected for the Significant Properties List	20-30

Table 1. Projected numbers of properties in Modern Movement Survey

As the SHPO forms are completed, the consultant will identify a group of properties of which there is broad consensus that they are eligible for NRHP and City Landmark listing. Again, the consultant, SHPO and CRO staff will confer and narrow the properties down to a “Expanded Significant Property List.” Additional research and documentation will be completed by the consultant for these properties, and will be reviewed once again by the consultant, SHPO staff and CRO staff to finalize the Significant Properties List. Public input received throughout the project will be considered in this review. It is projected that this final list will include 20 to 30 properties.

#### **CONTEXTS FOR EVALUATION**

The consultant and CRO staff will share the development of historic contexts for this project. The CRO will prepare a historic context that will support the evaluation of properties in the Community Planning and Development area of significance. This context will outline the

historical development and urban history of St. Louis that affected the built environment during the period 1945 to 1975.

The consultant will prepare two architectural contexts. These contexts shall reflect the evaluation methods described below and are proposed to be:

- 1) Architectural trends, forms, materials and expression important in the St. Louis school of Modern Movement architecture, c. 1945-1975; and
- 2) Modernist architects in practice in St. Louis, c. 1945-1975.

#### **A VALUES-BASED EVALUATION METHOD**

CRO decided to use an overtly “multiple-values” approach in the evaluation of properties for inclusion in the Significant Properties List. Kristin Hagar, in a recent article,<sup>1</sup> articulates the multi-faceted values that correlate with significance that experienced architectural historians attempt to document. Hagar’s logical conclusion is that a recent past resource is more likely to be valued as having historic significance over time if multiple sources and layers of significance can be identified at the time of identification and evaluation. Her approach is similar to the evaluation method that DOCOMOMO has adopted. The prospect of more purposefully identifying and considering several categories in which a building may have significance will be used for this project.

CRO proposes a framework for evaluation that correlates with criteria and areas of significance as set forth by the National Register. The various aspects of integrity will be considered as they usually are in order to determine whether a property can convey its historical and architectural significance.

#### **CRITERION C:**

Two values will be addressed in the historic contexts and used as evaluation criteria in order to assess whether a property has significance under Criteria C and is eligible for listing in the NRHP in the area of architecture/engineering:

- 1) **Architectural history value.** This value will be derived from previous and current evaluation and recognition in the discipline of architectural history. This value will be demonstrated by existing evaluations in architectural history publications, papers, presentations, surveys, National Register nominations, and other published and available documentation.

The architectural history value will also reflect the current evaluation of the property’s architectural merits since many resources will not have been formally evaluated. This current evaluation will be based, in particular, on the degree to which the resource expresses the functional, technical, material and spatial properties of mid-twentieth-century Modern Movement design principles. It will also note any association with an architect already recognized previously or as part of this project to be significant in the local context of Mid-Century Modern architectural design.

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<sup>1</sup> Kristin Hagar, “Toward a New Approach to Evaluating Significance in Recent-Past Preservation Planning,” *Recent Past Preservation Network Bulletin* 2 (Summer 2011), 36-46.

- 2) **Contemporary and current professional recognition of architectural and engineering merit.** This value reflects notice during the c. 1945 to 1975 period of a property being a notable or influential contribution to the built environment by architectural and engineering organizations and critics. Examples are award-winning projects; designs presented in a local chapter AIA yearbook or other publication; projects featured in a contemporary architectural periodical, newspaper article, engineering periodical or building industry publication. This category recognizes a project's identification with the St. Louis school of Modern Movement design, aesthetic merit and cannonic merit as an influential work. The current opinions of architects and engineers regarding design merit will be considered as well.

A third value will be brought into the project through the two public meetings. This value – broad public appeal – will be derived from the participating public and non-traditional sources of information. This interest will be documented through blogs and other on-line and non-professional publications and opinions expressed in project public meetings and in correspondence to the CRO. Broad public appeal represents an enduring, or perhaps resurfacing, interest in a property and may be an indicator of long-term recognition of the architectural and historical significance of the property. This type of recognition is not herein identified as sufficient to indicate historic significance; yet the recognition of public appeal attempts to ascertain how a resource is currently valued. Such interest is usually posited as the reason a designation or listing is put forward, but it is seldom acknowledged.

#### **CRITERION A:**

CRO proposes using the Community Planning and Development area of significance and the context of urban history as the value to assess whether a property has significance under Criteria A and is eligible for listing in the NRHP. Urban history value will be derived from recognition — at the time of construction and since — of a property as an important public project or one that had a role in shaping the City in ways other than architectural expression. In terms of Community Planning and Development, the resource could represent an important public or privately-funded urban renewal or redevelopment project; one that demonstrates important aspects of the post-World War II building boom; one that influenced living and working conditions or social behavior; one that particularly responded to modern conditions and needs; or a project that related to the interstate highway system construction. The sources that would indicate these types of significance are varied, and include city planning documents and publications about municipal building projects, urban renewal and other topics.

#### **CONSULTANT RESPONSIBILITIES**

1. The successful respondent must secure a City business license, or, where applicable, a formal City business license waiver, and demonstrate compliance with all applicable City tax and permitting requirements.
2. The consultant will perform all of the survey fieldwork and form completion, as well as associated research, for all the levels of the tiered survey beyond the short form/reconnaissance level. This will include additional photography. The estimated numbers of these forms are:

Buildings selected for further documentation and evaluation as the “expanded Significant Properties List”	40-60 (of the 200)
Buildings recorded on SHPO forms	c. 200

Table 1. Projected numbers of Consultant produced survey forms

3. The consultant will complete two architectural context statements for the survey project: (1) Architectural trends, forms, materials and expression important in the St. Louis school of Modern Movement architecture, c. 1945-1975; and (2) Modernist architects in practice in St. Louis, c. 1945-1975. As CRO will be transforming the survey report into a MPDF submittal in the near future, the contexts are expected to be of a level of completeness for that type of documentation without requiring additional work. Consequently, they will be comprehensive, rather than suggestive, and will include illustrations as appropriate.
4. The consultant will make recommendations for narrowing the survey properties for the next, more intensive level of documentation and evaluation. This will involve preparation and three meetings with CRO and SHPO staff.
5. The consultant will participate in two public meetings to co-present the project and ongoing work to the St. Louis architectural community and the public at large. CRO will plan and produce materials for use at the meetings, based on the consultant’s work to date.

### III. Project Budget

The project budget of \$24,500 includes consultant’s time, all project materials and other expenses as allowed by City and Federal law.

All costs for the project and all consultant invoices will be expected to meet all requirements under Federal regulations for Professional Contracts funded by the Federal Community Development Block Grant Program.

### IV. Schedule

The following is the schedule for the issuance and response to this RFP:

<b>RFP Issued:</b>	<b>May 23, 2012</b>
<b>Question and Answer Meeting with Potential Respondents</b>	<b>May 30, 2012</b>
<b>All responses Due:</b>	<b>June 8, 2012</b>
<b>Consultant Selected:</b>	<b>June 22, 2012</b>
<b>Project Completion Date:</b>	<b>July 31, 2013</b>

### V. Expertise Required and Criteria for Selection

The City of St. Louis CRO staff and the City’s Selection Committee will review the qualifying proposals submitted. The criteria for selection of the successful candidate for this proposed Contract for Professional Consulting Services include, but are not limited to, the following:

- Certification under 36 CFR Part 61. The Project Leader must meet the minimum requirements for certification as a professional architectural historian, as stated in 36 CFR Part 61. It is expected that other key project personnel will also meet the certification requirements in architectural history or history.
- Proposed work plan concept and cost proposal. Evidence of understanding the project and proposed methods and the time necessary to complete project components through the allocation of hours and costs.
- Successful and timely completion of prior projects with the City of St. Louis or a State Historic Preservation Office.
- Demonstrated quality of work. Experience that indicates that large projects and NRHP nominations have been accepted by the Keeper of the Register.
- Experience in architectural surveys. Experience in completing an extensive survey project.
- Technical competence. Knowledgeable about and comfortable working with digital cameras, computer equipment, computer-based (GIS) mapping and computer databases, including Access.
- Team personnel and experience successfully working on similar projects. Evidence of the qualifications and experience of the proposed team; allocation of tasks and hours; adequate supervision and quality control by the Project Leader; coordination between context preparation and survey documentation.
- Capacity and ability to complete the project by July 31, 2013.

Preferred Qualifications:

- Specialized experience. Evidence of successful completion of projects that exhibit scope and complexity, particularly in assessing significance, such as: thematic surveys; MPDF preparation; contexts that include the discussion of architectural styles; survey projects that include recommendations for NRHP eligibility.
- Exceptional qualifications. The Project Leader exceeds the minimum requirements for certification as a professional architectural historian, as stated in 36 CFR Part 61, through extended study or teaching in that discipline.
- Familiarity with the subject matter. Experience of the Project Leader and other team participants in researching, documenting, and evaluating non-residential properties from the project time period, 1945 to 1975.

Additional Selection Criteria:

- M/WBE and/or DBE participation.
- Capacity and capability of the firm to perform the work within the time limitations.
- Proximity of the firm to the City.

Upon initial selection of a consultant by the City of St. Louis Selection Committee, CRO staff will negotiate with the top-rated firm. Some negotiation of support tasks is possible. If a satisfactory contract with the top-rated firm cannot be negotiated, taking into account considerations including but not limited to price, qualifications, staffing and work product, the CRO will terminate negotiations with that firm and undertake negotiations with the next-highest-rated firm. CRO will continue negotiations with the next-highest-rated firm until a successful contract has been negotiated.

CRO reserves the right to establish further criteria for evaluation of submissions and to request additional submissions. CRO further reserves the right to reject all or any portion of any team submitting a proposal, and to pursue separate contract negotiations with individual team members. The negotiation process will include the development of a guaranteed maximum price for the work. The contract may also include a provision for adding additional work based on the hourly rates specified in the proposal.

## **VI. Proposal Requirements**

Submit five (5) identical copies of the project proposal to Jan Cameron at CRO . In addition, email one (1) digital copy to: [cameronj@stlouiscity.com](mailto:cameronj@stlouiscity.com) .

The project proposal shall include:

- Name, position, and address of consultant or team leader, with full curriculum vitae and list of similar projects.
- One-page resume for each person who will be working on the project and the identification of his or her roles and workload.
- Team organizational chart, if applicable, and how the team will be coordinated.
- Written proposed work plan concept, including a preliminary schedule based on the description of the project in this RFP that demonstrates the capacity to complete the project by the required completion date. This plan will include also a cost proposal for the \$24,500 amount that shall include hourly rates for each individual that will be working on the project and a description of the work to be performed by each team member. This proposal shall indicate the projected amounts of time proposed for the major components of the project, items listed as 1-4 above.
- References for firm(s) and key project personnel.
- Name and skills of proposed sub-contractors, if any, and extent to which all parties have previously worked together.
- Record of past achievement for M/WBE and Local Business Participation of all firms involved on the consultant team. Cite projects with references as examples.
- List of relevant projects. Specify which members of the proposed team were involved with each of the projects, in what capacity and time spent. Include references with phone numbers of key client contact.

- Samples of project documents that demonstrate mastery of the components of this project; maximum of 20 pages per team.

All pages to be 8 1/2 by 11, portrait mode, double-sided and white only. Do not exceed fifty pages total. Type should not be less than ten-point. Submittals should lay flat when opened. The front cover should indicate the consultant(s) submitting the proposal.

#### **VII. Reservation of Rights**

CRO reserves the right to reject any or all responses for any reason at their sole discretion; to void this request and review process and/or terminate negotiations at any time; to select separate consultants for various components of the tasks proposed; to revise the scope of service and work plan and all other conditions or stipulations contained herein as convenient or necessary; to raise or lower available funds; to negotiate fees and billing rates; to establish further criteria for selection; to ask firms making responses to submit additional information or evidence of their qualifications and experience; to waive informalities in the responses; and to negotiate with submitter(s) as deemed beneficial to the interests of the City of St. Louis.

Allocation of necessary monies and the proposed contract(s) for consultant services will require subsequent approvals and are therefore not warranted to be let. The term of such contract(s) will be the subject of negotiation between various parties including the selected consultant(s).

By obtaining a copy of this Request for Proposals (RFP) and/or submitting a response to this RFP, the respondent individually and collectively holds any employee of the City of St. Louis CRO harmless from any and all claims and demands of whatever nature, and any and all loss, damage and liability, which may be asserted against or imposed upon employee or board member of the City of St. Louis CRO as a result of issuing this RFP, conducting this selection process and subsequent negotiations, and letting proposed contract(s).

#### **VIII. Non-Discrimination**

The City of St. Louis is an Equal Opportunity Employer that does not discriminate on the basis of age, race, color, religion, sex, physical handicap, national origin or sexual orientation. Any consultant(s) hired as a result of the RFP shall not discriminate likewise nor be excluded from participation in, be denied the benefits of, or be subject to discrimination under any program or activity made possible by or resulting from this RFP and any potential contract(s) that may result from it.

#### **IX. Questions & Responses to this RFP**

All questions should be written and all respondents will receive written answers to all questions for which the CRO chooses to provide responses. Please let CRO know if you are planning on submitting a proposal by May 30, 2012.

Please submit any questions you have in writing to Jan Cameron at CRO. Responses will be returned in writing, with answers copied to all consultants who are submitting proposals

Address questions to:

Jan Cameron



Cultural Resources Office  
City of St. Louis  
1015 Locust Street, Suite 1100  
St. Louis, MO 63101  
[cameronj@stlouiscity.com](mailto:cameronj@stlouiscity.com)